

WELCOME!

**HR FORUM
SEPTEMBER 13 AND 14, 2011**

**Presented by the
Office of Human Resource Services**



Today's Agenda

- **Welcome**
- **Emergency Preparedness and Workplace Safety Update**
 - Threat and Risk Assessment Training
 - SEMS/NIMS Training Schedule
 - Community College Citizen Preparedness Program
- **Benefits Update**
 - Get Moving Class - Fitness for Everyone
 - 10,000 Steps Program
 - Benefits Dependant Audit Verification
 - \$50 Rewards through December 31, 2011
- **Payroll Update**
 - Sick Leave for Retirement purposes (1-1 ratio)
 - CalSTRS Penalties and Interest (effective 7/1/12)
 - Reduce Workload– Approval by CalSTRS
- **Employment, Diversity and Employee Relations Update**
 - Administrative Evaluations
 - Classified Evaluations
 - Classified Performance Evaluation Committee Update
 - E-PAF Pilots
- **Management Session**



Emergency Preparedness and Workplace Safety Update



**Disaster Resistant California Community Colleges, Chabot-Las Positas
Community College District and the California Emergency Management
Agency in coordination with Texas Engineering Extension's National
Emergency Response and Rescue Training Center
Presents**

WMD Threat and Risk Assessment for Schools (MGT-310)

Date: Tuesday-Wednesday, October 4-5, 2011
Time: 8:00 am – 5:00 pm each day
Location: Chabot College
25555 Hesperian Blvd
Building 700, Room 772-D
Hayward, CA 94545

Who should attend

The target audience for this course is as follows:

- School administration (board members, principals, vice-principals)
- School finance managers
- School engineering managers
- Food Service managers
- School security managers/supervisors
- School Resource Officers
- County emergency managers affecting the district

All local school district administrators must be prepared for all types of emergencies today, and a comprehensive plan can save lives and liability. No administrator can afford to take chances, and this course will prepare you to conduct a comprehensive, capabilities-based threat and risk assessment for terrorism/all-hazards incidents under the National Response Framework, National Preparedness Guidelines and Homeland Security Presidential Directives. This course delivery combines lecture, small group discussions, participant activities, and multimedia scenarios to improve the multi-disciplinary emergency team's capability to prevent, protect, respond to, or recover from Terrorism/All-Hazard mass casualty events.

Registration

Participation is limited to 40 on a first come, first served basis. Registration is on-line at: www.calema.org. Look for the Threat and Risk Assessment for Schools on the page, click on "registration" and follow the instructions.

This workshop is free of charge but lunch is not provided.

*Additional questions specific to this course can be directed to FRamos@clpccd.org
Registration questions can be directed to glenn.sadler@calema.ca.gov*



CLPCCD Fall 2011 SEMS/NIMS Training Schedule

- **Thursday, September 22, 2011**
1:30 to 5:00 p.m.
Las Positas College, Room 3123, Combined Class
- **Monday, October 10, 2011**
8:30 to 12:00 p.m.
District Office, Training Room, Combined Class

Tuesday, November 8, 2011

1:30 to 5:00 p.m.

Chabot College, Room 2271, Combined Class

COMBINED CLASS CONTENT:COMBINED COURSE CONTENT/TOPICS:

SEMS – Standardized Emergency Management System, Introduction

NIMS – National Incident Management System, ICS 100, ICS 200, and IS 700

To reserve your seat, please RSVP at hrtraining@clpccd.org



Community College Citizen Preparedness Program



Community College Citizen Preparedness Program

Colleges to receive \$1.00 per Attendee from FEMA



FEMA
AWR 215



Partnership for Environmental Technology Education



HEALTH CLASSES - GET MOVING!

- Please mark your calendar for our third event of health-related activities; our next activity is a ***Get Moving Class - Fitness for Everyone***.
- Learn how to develop an exercise plan, overcome barriers, and stay motivated.

Chabot College

September 14 - 1:30 - 2:30 pm
Building 200 - Board Room

Las Positas College

September 21 - 1:30 - 2:30 pm
Mertes Center for the Performing Arts - Room 4240



CLPCCD 10,000 Steps Program

- The "**10,000 Steps Program**" is an eight week on-line program that is designed to help you stay active and improve your health.
 - Tools to track and view average number of steps taken per day or week
 - Resources on physical activity and healthy eating
 - Motivational e-mails with helpful tips for eight weeks
- A pedometer to chart your progress and establish goals is being provided by Kaiser Permanente by signing up on-line.
- *Registration is open now through October 3, 2011. The pedometers are available to the first 200 eligible participants who register on-line.*
- Register at my.kp.org/healthworks/ca/clpccd . Enter promotion code KP2478 to receive your pedometer
- **We're also pleased to announce that twenty \$25 and two \$100 reward cards will be raffled for those that sign up and complete the eight-week program!**



CLPCCD Dependent Audit Verification

- The Chabot-Las Positas Community College District will conclude its Benefit Dependent Verification Audit “DAV” through October 31, 2011.
- This audit is being conducted to ensure that all employee dependants are legally covered by law.
- American Fidelity Assurance Company will conduct the audit.
- Please visit <http://www.clpccd.org/HR/DAV.php> for more information.



Kaiser Healthworks Rewards Program – Receive \$50

<http://www.clpccd.org/HR/HealthFair.php>



Payroll Services Update

- Sick Leave for Retirement purposes (1-1 ratio)
- CalSTRS Penalties and Interest (effective 7/1/12)
- Reduce Workload– Approval by CalSTRS



Employment, Diversity and Employee Relations Update

Evaluations

- Administrative Performance Evaluations
 - Evaluations must be completed by January 2012, for administrators with contracts ending June 30. Action to February 2012 Board Meeting.
 - Please visit www.clpccd.org/HR/HRGovForms.php for [Evaluation: Administrator Performance Evaluation System](#).
- Classified Performance Evaluations
- Classified Performance Evaluation Committee Update



E-PAF Update

- **E-PAF Pilot Groups:**
 - **Neal Ely**
 - **Tim Nelson**
 - **Janice Noble**
 - **Susan Sperling**
 - **Tram VoKumomoto**
 - **Dale Wagoner**



Management Session



THANK YOU!

HR FORUM

**PRESENTED BY THE
OFFICE OF HUMAN RESOURCE SERVICES**

